

DRAFT

State of Connecticut
2007-2008 Action Plan
for
Housing and Community Development



Submitted to the
U.S. Department of Housing and Urban Development
by the **State of Connecticut**

STATE OF CONNECTICUT 2007 Action Plan for Housing & Community Development

I. INTRODUCTION

The Annual Action Plan updates the State of Connecticut's 2005-2009 Consolidated Plan for Housing and Community Development (ConPlan), a five year plan addressing Connecticut's housing and community development needs. The state submits the Plan to the U.S. Department of Housing and Urban Development (HUD) in order to be eligible to apply for funds under the Small Cities Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Shelter Grant (ESG), and Housing Opportunities for Persons with Aids (HOPWA) programs. This Annual Action Plan covers the program year from July 1, 2007 to June 30, 2008.

References to sections of the ConPlan are made throughout this document. Not all of these sections are duplicated here. Copies of the ConPlan are available from the Connecticut Department of Economic and Community Development (DECD), Compliance Office and Planning/Program Support. A copy of both the 2005-2009 Consolidated Plan and this Action Plan can be viewed or downloaded by visiting DECD's web site at www.DECD.org.

The activities, programs and resources discussed in this Plan will be administered by various agencies including the Departments of Economic and Community Development, Social Services, Mental Health and Addiction Services, and the Connecticut Housing Finance Authority.

The Action Plan includes the following sections in accordance with federal regulations:

- **Resources:** funding sources available to address the state's needs and objectives;
- **Activities:** method for distributing funds for activities that address needs and objectives;
- **Geographic Distribution:** geographic areas to which the state will direct assistance;
- **Homeless and Special Needs Activities:** plans to address homelessness and assist persons with special needs;
- **Other Actions:** strategies to address underserved populations, foster and maintain affordable housing, remove barriers, and assist families in poverty;
- **Summary of Public Comments:** comments made on the Action Plan and DECD responses;
- **Applications for Assistance:** HUD Form 424 for the CDBG, HOME, ESG, and HOPWA programs; and
- **Certifications:** general and program specific certifications as required by HUD.

II. CITIZEN PARTICIPATION

In accordance with Connecticut's 2005–2009 Consolidated Plan for Housing and Community Development, the Department of Economic and Community Development (DECD) solicited public input in developing the 2007–2008 Action Plan. Two public hearings to gather public input and concerns on housing and community development needs throughout the state were conducted by DECD on August 29, 2006 in Rocky Hill and August 31, 2006 in Hamden.

DECD also solicited input on the draft Action Plan through a 30-day public comment period from October 1, 2006 to November 1, 2006. The department invited citizen participation at three public hearings held on October 16, 2006 in Hamden, October 18, 2006 in Coventry and October 20, 2006 in Rocky Hill. The notices and a copy of the draft plan were posted on the DECD website. Copies of DECD's past action plans and the 2005-2009 Consolidated Plan for Housing and Community Development are also available on the DECD website.

DECD notified all chief elected officials of every Connecticut municipality and the state's Regional Planning Organizations about the dates, times and locations of the Action Plan public hearings and of the timing of the commentary period. The department directed all parties to the DECD website for a copy of the draft plan and 2005-2009 Consolidated Plan. The department also submitted the draft Action Plan and public hearing/public commentary schedules to members of the state legislature who sit on committees of cognizance over matters related to housing, economic and community development and state finances.

The Governor's Working Group on Affordable Housing:

As noted in the executive summary to this plan, there is another major effort underway in Connecticut that will, through its work, broaden the input on the development of both the ConPlan and related action plans. In April of 2005, the Governor of Connecticut called for the development of a Working Group on Affordable Housing. The co-chairs of the group are the Department of Economic and Community Development (DECD) and the Office of Policy and Management (OPM). There are twelve (12) other state agency members of the group including the Connecticut Housing Finance Authority (CHFA), the Department of Children and Families (DCF), the Department of Consumer Protection (DCP), the Department of Environmental Protection (DEP), the Department of Mental Health and Addiction Services (DMHAS), the Department of Mental Retardation (DMR), the Department of Corrections (DOC), the Department of Labor (DOL), the Department of Transportation (DOT), the Department of Social Services (DSS), the Office for Workforce Competitiveness (OWC) and the State Historical Preservation Office (SHPO).

In addition and at the Governor's request, the Working Group has established an Advisory Committee consisting of public and private groups with experience or expertise in housing advocacy, housing authority operations, administration of federal housing programs, community social and health services, housing law and legal aid, municipal government, regional planning, real estate sales, banking and mortgage finance, non-profit and for-profit housing developers, and housing management and housing construction.

The charge to the Working Group, in concert with the Advisory Committee, is to identify barriers to the creation of affordable housing on both the state and local levels. The group will then provide recommendations to the Governor on making the best use of Connecticut's limited resources to create and preserve quality affordable housing and will develop a plan to better integrate affordable housing with economic development, transportation, social services and public facilities.

The Working Group has taken the first step in this process by commissioning a survey of hundreds of persons involved in some aspect of housing to get their feedback on a variety of questions related to creating and preserving affordable housing in Connecticut. In addition to the survey, the Working Group is reviewing current and previous initiatives and studies from other groups including reports from past Blue Ribbon Commissions and individual presentations from community groups including one from the Partnership for Strong Communities. All of this information described above will assist the department in setting future goals around developing affordable housing in Connecticut and in determining what kind of housing is needed in various locations throughout the state. The Working Group will be exploring recommendations for the Governor around administrative/policy changes, legislative changes and inter-agency agreements.

Other Outreach:

There are other ways in which DECD gathers information and input on what Connecticut needs to consider when developing affordable housing. There are at least 60 state boards and commissions that the Commissioner and various staff (on behalf of the Commissioner) attend. These groups focus on economic development, mental health and other social service issues, transportation, etc. and the department is invited to attend because of the link to housing and community development. The exchange of ideas and feedback on the state's efforts around affordable housing (for example, supportive housing) as well as innovative thinking and programming are often a result of the connections with these groups.

For some time, the department has been aware of the difficulty in reaching citizens who actually use the various kinds of affordable housing available in Connecticut. We have had limited success in drawing people to the public hearings we sponsor even though they are well advertised in advance and spread out across the state. We understand that transportation and other factors may be the reason for lack of attendance. DECD will be looking at ways to expand the use of the Internet as a method to increase input into the ConPlan and the action plans. We will also be looking at whether or not a survey of residents in Connecticut, particularly in public housing, would be a viable, reliable way of getting input on what Connecticut can do to create additional, better affordable housing.

III. FEDERAL REQUIREMENTS

A. Resources:

Federal and state resources, which will be used during this Action Plan time frame to address the needs and strategies identified in the ConPlan, are found in the sections on specific programs in this report. This Action Plan provides a plan for expending FFY 2007 funds in the following programs:

HOME Investment Partnerships (HOME)	\$	12,512,547
Small Cities Community Development Block Grant (CDBG)	\$	13,645,095
Emergency Shelter Grants (ESG)	\$	1,134,627
Housing Opportunities for Persons with AIDS (HOPWA)	\$	253,000

*Please note that the funding amounts represented above for each program are estimates based on past funding levels and are subject to congressional action, which could affect an increase, reduction or elimination of the funding amounts noted.

A chart of state and federal resources that details those funds that are available to support housing and community development activities is included later in this document. The state cannot anticipate what other public or private funds may be available to support the programs, activities and strategies discussed here, however, the state will make maximum use of any such resources as they become available. The state is committed to making the most efficient and effective use of all resources. Connecticut's 2005-2009 Consolidated Plan outlines how the state plans to leverage CDBG, HOME, ESG and HOPWA funds against other sources of funding.

A notice of funding availability will be posted on the DECD website upon funding notification from HUD.

B. Activities:

The state's methods of distributing funds and carrying out activities funded by HUD and other federal programs are described in the program-specific sections that follow. HOME funds are available on a year-round basis through an "open" application process. Small Cities CDBG funds will be administered through competitive rounds. Please refer to the HOME and Small Cities CDBG sections of this document for more detail on these activities.

C. Geographic Distribution:

All communities of the state are eligible for funding from both state and federal programs, in accordance with program requirements. Funds under both the HOME and Small Cities CDBG programs will be available to all eligible communities. Communities with greater needs may be given higher priority.

D. Homeless and Other Special Needs Populations:

Homeless and other special need populations are described in detail in the Needs Assessment and the Homelessness sections of the ConPlan. Strategies to address these needs are listed in the Strategies section of the ConPlan. A general description of state and federal resources can be found in the Institutional Structure section of the ConPlan.

E. Other Actions:

The strategies to address underserved populations, to foster and maintain affordable housing, to remove barriers and to assist families at or below poverty level are discussed in the Strategies section of the ConPlan. A general description of state and federal resources can be found in the Institutional Structure section of the ConPlan.

1. The Connecticut Housing Finance Authority (CHFA) will review the Federal Low Income Housing Tax Credit Allocation Plan to assure consistency with state policies described in this Action Plan.

2. Redevelopment of state assisted housing stock will be considered in the awarding of Housing Tax Credits.
3. The State of Connecticut will continue to address the reduction of lead-based paint hazards in a manner consistent with current activities at the Department of Economic and Community Development (DECD). These include but are not limited to the following:
 - a. The state will continue its efforts to reduce the hazards of lead-based paint through a coordinated outreach effort to provide lead-based paint hazard reduction information to rehabilitation and construction contractors. In addition, CDBG funds used to support homeownership rehabilitation loans will be increased to absorb the costs associated with the lead-based paint hazard reduction methods requirements.
 - b. Further, the state will continue its association with selected contractors to administer a comprehensive rehabilitation effort through a one-stop process for housing rehabilitation activities including but not limited to lead-based paint hazard reduction, code violations and energy conservation improvements. Funding continues to be available from the state-funded Energy Conservation Loan Program and the Removal of Hazardous Materials from Residential Structures Program.

The State of Connecticut intends to abide by HUD's requirements for notification, evaluation and reduction of lead-based paint hazards in federally owned residential property and housing receiving federal assistance (Lead Safe Housing Regulation at 24 CFR Part 35).

IV. PROGRAM ACTIVITIES

A. HOME Program:

The state will continue its effort to strengthen the abilities of state and local government to expand and preserve its supply of decent, safe, sanitary, and affordable housing with the use of federal fiscal year (FFY) 2007 HOME funds. All HOME assisted rental and home ownership units must meet all program guidelines for income eligibility.

The state will invest in the production of affordable housing through new construction or rehabilitation only when it determines that the units produced will remain affordable for the minimum required time period (15 years) under the HOME Program. DECD, at its' discretion, may extend the affordability period beyond the minimum required by the HOME program. If HOME funds are used for homebuyers, the state will abide by the guidelines for resale and recapture as required in Section 92.254 of the HOME Investment Partnerships Program Consolidated Final Rule.

Pursuant to Sec. 92.218-92.222 of the HOME Final Rule, the state Participating Jurisdiction (PJ) incurs a 25% matching obligation for the HOME funds it expends. The PJ will use its General Fund housing appropriations as its match.

The state is also seeking to expand access to affordable housing through the utilization of partnerships with stakeholders and other funding organizations that leverage non-state resources for development or preservation of affordable housing.

Geographically, HOME funds will be available to all 169 communities. The department will accept applications for all HOME eligible activities with the exception of Tenant Based Rental Assistance (TBRA).

1. **FFY 2007 Resource Allocation Plan for the Home Program:** The federal fiscal year 2007 HUD allocation to the Department of Economic and Community Development for HOME is expected to be approximately \$12,512,547. HOME funds are subject to availability from the federal government. If changes to this distribution become necessary, procedures outlined below will be observed in making those changes. The Department will use ten percent (10%) of its annual HOME allocation for program administration. A minimum of fifteen percent (15%) of the annual allocation will be set-aside for Community Housing Development Organizations (CHDO) as required by federal law.

FFY 2007 Allocation	\$	12,512,547
State Administration (10%)	\$	1,251,255
CHDO Set-aside (15% of Allocation)	\$	1,876,882
ADDI Funding	\$	311,717
Subtotal	\$	3,439,854
Allocation available for other eligible activities	\$	9,072,693

2. **Reprogramming of Funds:** During the fiscal year, DECD may recapture funds from previous fiscal years from:

- Non-performing grantees;
- Grantee's underutilized funds; and
- Program income generated by grantees.

Funds may be reallocated during the program year based on demand and/or emergency situations. In the event that additional funds are allocated that affect Connecticut's initial allocation and/or are recaptured from other states and reallocated to Connecticut during the program year, these funds will be distributed in accordance with the Action Plan guidelines in effect as of the date of reallocation.

3. **American Dream Downpayment Initiative (ADDI) Program:** DECD will make available \$ 311,717 in ADDI funding under the HOME program. The American Dream Downpayment Initiative, part of HUD's expanded effort to promote homeownership, will help underserved households (including residents and tenants of public and manufactured housing and other families assisted by public housing agencies) obtain the resources to meet upfront downpayment and closing costs, the most significant obstacles to homeownership among lower income groups. Homeownership plays a vital role in creating strong communities by giving families a stake in their neighborhoods and helping them to build wealth by undertaking and maintaining homeownership.

The American Dream Downpayment Initiative will be administered under DECD's HOME Investment Partnerships Program. DECD will administer this program in conjunction with all applicable HOME rules and ADDI rules as they are promulgated including the requirements of HUD's Interim Rule for ADDI. American Dream Downpayment Initiative funds must benefit low-income families who are first-time homebuyers with downpayment and closing cost assistance of up to six percent (6%) of the purchase price of a single family housing unit or \$10,000, whichever is greater. Pre and/or post purchase housing counseling for homebuyers is also required.

To meet the goals of this initiative, DECD will encourage applications for homeownership development projects aimed at the ADDI target population as well as applications from organizations with existing downpayment programs seeking to expand their funding capability. In accordance with the ADDI Interim Rule, DECD will require applicants to submit, as part of the application process, their plan for conducting targeted outreach to residents and tenants of public and manufactured housing and to other families assisted by public housing agencies. ADDI recipients are obligated to fulfill all of the requirements of HUD's Interim Rule for the ADDI, which will be included in the application packages.

The department will not be establishing a new DECD administered consumer-based product associated with this initiative; it therefore will not be accepting requests from individuals interested in downpayment

assistance. Individuals interested in downpayment assistance should contact an existing downpayment assistance provider.

4. **Debt Refinancing:** For non-profit developers, the department may also utilize HOME funds to refinance existing debt or to retire bridge financing provided the following conditions are met:
 - a. **Refinancing of Existing Permanent Debt** (applies only to nonprofit developers): DECD may permit the use of HOME funds toward the cost of fully or partially refinancing an existing permanent mortgage loan on rental property provided, in the opinion of the Commissioner, the following conditions are met:
 - The rehabilitation of the housing must be the primary eligible activity. Therefore, the cost of the rehabilitation of the housing must equal or exceed \$25,000 per HOME-assisted unit and the total cost of the refinancing paid for with HOME funds may not exceed 50% of the cost of the eligible HOME rehabilitation activities;
 - A review of the management practices of the applicant must demonstrate that the proposed rehabilitation is not the result of dis-investment in the property by any entity involved in the application for HOME funds;
 - A review of the proposed operating budget for the project must demonstrate that both the cost of the refinancing and the needed rehabilitation of the project can be met and still result in the affordability of the units to HOME-eligible tenants for a period of 15 years or the term of the refinancing, whichever is longer;
 - When compared to the refinancing terms being proposed, the loan being refinanced must have:
 - An interest rate higher than the proposed refinancing; or
 - A repayment term that is longer than the proposed refinancing; or
 - A lump-sum repayment requirement (a balloon payment).
 - Priority may be given to projects located in a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2), a federally-designated Empowerment Zone or Enterprise Community, or a state-designated Neighborhood Revitalization Zone; and
 - The activity does not involve the refinancing of a multifamily loan made or insured by any state or federal program, including CDBG.
 - b. **Grants or Loans to Pay Off a Bridge Loan** (applies only to nonprofit developers): DECD may permit the use of HOME funds for the repayment of all or part of any reasonable bridge loans secured by a nonprofit developer to pay for project costs necessarily incurred prior to the availability of HOME or other financing. Such expenses may include the cost of acquisition of real property, real estate options and feasibility studies which, in the opinion of the Commissioner, were necessary to the development of the project. Any services paid for with such a bridge loan that will be repaid with HOME funds must be

for HOME-eligible expenses. The applicant must have secured all services in accordance with a DECD-approved procurement plan.

5. **Resale and Recapture Guidelines** (in compliance with 24 CFR Part 92.254 (a)(5), Qualification as Affordable Housing/Homeownership): The department will require that a deed restriction or restrictive covenant be placed on each property assisted with HOME funds to enforce the affordability requirements. For homeowner rehabilitation projects DECD will look to recapture all or a portion of the subsidy during the period of affordability. For homebuyer projects, the department may utilize HOME and/or ADDI funds to assist homebuyers provided the following resale and recapture requirements are met:

Affordability Period: the minimum affordability period is established by HUD based on the amount of HOME financial assistance in each unit; however, the applicant may request or DECD may require a longer affordability period in neighborhoods that are experiencing rapidly appreciating housing costs. A neighborhood with “rapidly appreciating housing cost” is one where, at the time of application, housing costs are increasing at a rate beyond the rate for housing costs contained in the Consumer Price Index.

Direct Subsidy: or buyer’s subsidy consists of any financial assistance that reduces the purchase price from fair market to an affordable price, or otherwise subsidizes the purchase (e.g., downpayment or closing cost assistance, subordinate financing).

Development Subsidy: or developer’s subsidy is provided to the developer and is the difference between the cost to develop housing and the market price. While the subsidy does not go directly to the homeowner, it helps make development of an affordable home feasible.

Affordability Enforcement: (in compliance with 24 CFR Part 92.254 (b): DECD will require recapture provisions for all homeowner rehabilitation projects to be applied to HOME assisted properties in the form of a Mortgage to ensure recapture and a Restrictive Covenant to ensure affordability. For HOME-assisted homebuyer projects, HOME rules require that a resale and/or subsidy recapture restriction be applied to the units. If the sole HOME financial assistance to a unit is a developer’s subsidy (not combined with a buyer’s subsidy), then the only type of restriction permitted is a resale restriction.

Resale Restrictions: a resale restriction requires the resale of the unit to HOME-qualified homebuyers throughout its affordability period. Successful use of this restriction requires imposition of a deed restriction or a restrictive covenant at the initial sale and diligent oversight and assistance at the time of resale. Because of this obligation, DECD normally will not permit resale restrictions unless the sponsor has a long-standing history in owning and/or managing affordable housing. A “long-standing history” means at least ten (10) years.

Subsidy Recapture: a subsidy recapture requires that the resale of; a HOME assisted ownership unit or a homeowner rehabilitation unit during the affordability period trigger a repayment of the HOME subsidy that the buyer received when they originally purchased the unit. Subsidy recapture may be structured so that it is reduced using the following formula: $\text{Yearly Reduction} = 1/\#$ where # equals the number of years of affordability required. Thus, if the affordability period is 15 years, each year the amount of subsidy subject to recapture decreases by 1/15. However, in no event shall the subsidy recapture calculation result in a repayment greater than that which would result in calculating the net sales proceeds with a pro-rata share to the owner based on the original purchase.

Choice of Enforcement Method: if the sponsor is administering a program with buyer subsidies and it has a long-standing history in owning and managing affordable housing; it may select to use one or the other form of enforcement. However, the specific method must be selected prior to the start of the program. If the sponsor does not have the required long-standing experience and its program will utilize buyer subsidies, it must choose the subsidy recapture method of enforcement.

6. **Application Process for HOME Program:** DECD will continue to accept applications for the HOME program under the "open" application process. Applications will be accepted on a continuing basis year-round, for as long as funds continue to be available. The department reserves the right to cease accepting applications at any time that available funds have been committed. Applications will be rejected at that time, and applicants will be warned to proceed at their own risk.

a. **Application Process:**

- All requests for funding must be submitted directly to the department's Office of Housing Finance (OHF);
- Prospective applicants may be invited to complete a pre-application in accordance with the department's administration of the HOME program;
- Staff will review the pre-application and any attached materials to determine if the project/activity meets minimum program eligibility and threshold requirements. Minimum program eligibility and threshold requirements include applicant's experience with the HOME program and/or other public financing and current status of existing contracts with the department. Pre-applications that do not meet basic eligibility and threshold review requirements will be rejected for funding;
- Staff will invite an application if the project/activity is determined to be eligible and the threshold requirements have been addressed;
- All applications, and any attached materials throughout the application process, may be reviewed and evaluated by a project review committee under the direction of the Office of Housing Finance's Community Development Administrator; and

- Applications will be considered against financial and qualitative issues, including but not limited to:
 - Financial feasibility;
 - Reasonableness;
 - Financial leveraging;
 - Social and economic impact on the neighborhood, community, region and state as defined in the strategies and priorities outlined in the ConPlan;
 - Number of current open contracts;
 - Current projects' expenditure rates; and
 - Prior audit or monitoring performance.
- b. **Program Eligibility and Threshold Requirements:**
 - Eligible applicants: as defined by HUD program regulations;
 - Applicant capacity: previous experience with the HOME program and/or other public financing, quality of work product, efficiency and effectiveness in project management;
 - Number of open contracts with the DECD: applicants with 3 or more open contracts (not pending closeout within six months of application), regardless of funding source, will be rejected;
 - Eligible activity: only those activities eligible under the appropriate federal acts will be funded;
 - Statement of compliance with all program requirements: applicants must be in compliance with all existing DECD assistance agreements and cannot be in default under any CHFA or HUD-administered program (Waiver provision available in extraordinary circumstances);
 - Consistency with Consolidated Plan: applicant must identify how the project is consistent with the goals and strategies of the ConPlan; and
 - Fair Housing: applicant must provide a certification/demonstration of compliance with Fair Housing guidelines.
- c. **Application Evaluation and Approval Process:** DECD staff will conduct due diligence and evaluate eligible applications using the evaluation criteria described herein. Depending on the nature of the proposed activity, site inspections may be conducted by DECD staff. An evaluation of the site's feasibility will be completed and considered as part of the final review. Final review will also include, but not be limited to, the following:
 - The applicant's expenditure rates on open contracts;
 - Readiness to proceed;
 - Compliance with DECD underwriting guidelines;
 - The extent to which the proposed activity supports the goals of neighborhood, local, regional and state plans for housing and community development; and
 - The ability of the applicant to demonstrate that they will be able to secure firm financial commitments from other funding sources.

- d. **Recommendations for Approval:** will be made from the Community Development Administrator to the Commissioner. Final recommendations will be based on the overall quality of the application as well as fund availability. Approved applicants will receive notification from the Commissioner's office. If the application is not approved, the Community Development Administrator will advise the applicant of the rejection in writing and identify the reasons for the rejection.

B. **Small Cities Community Development Block Grant (CDBG) Program:**

The department will change its Small Cities application process for all activities except Urgent Need to include competitive funding rounds (not less than one and not more than three) for Federal Fiscal Year (FFY) 2007. The department will accept applications for Small Cities eligible activities in each round(s) until all available funds are committed.

1. **FFY 2007 Resource Allocation Plan for Small Cities CDBG Program:**

The FFY 2007 allocation to the department for the Small Cities program is expected to be approximately \$13,645,095. CDBG funds are subject to availability from the federal government. If changes to this distribution become necessary, procedures outlined below will be observed in making those changes. The department will use \$100,000 plus 2% of the award for its administration of the Small Cities program. The department will also use one percent (1%) of the award for technical assistance activities including staff technical assistance training sessions and handbooks for use by local governments.

FFY 2007 Allocation	\$	13,645,095
State Administration (2%)	\$	272,902
Additional \$100,000 State Administration	\$	100,000
Technical Assistance (1%)	\$	136,451
Subtotal	\$	509,353
Urgent Need (up to \$500,000)	\$	500,000
Allocation available for all other eligible activities	\$	12,835,742

2. **Reprogramming of Funds:** During any FFY, the department may recapture funds from previous fiscal years. Any reprogrammed funds obtained during the program year will be reallocated as noted above. Recaptured funds may come from:

- Non-performing grantees;
- Grantee's underutilized funds; and
- Program income generated by grantees.

Funds may be reallocated during the program year based on demand and or emergency situations. In the event that additional funds are allocated that affect Connecticut's initial allocation and/or are recaptured from other states and reallocated to Connecticut during the program year, these funds will be distributed in accordance with the Action Plan guidelines in effect as of the date of reallocation.

3. **Activities:** Communities funded under the Small Cities program can undertake a wide range of activities in the areas of housing, economic development, community facilities, and public services; provided each activity meets one of the three national program objectives, see #4 below. This section contains a listing of the specific eligible activities as defined by HUD and also contains a review of expressly ineligible activities that Small Cities grantees are in *no* circumstances allowed to carry out.

Eligible activities include:

- Acquisition of real property
- Clearance, rehabilitation, reconstruction, and construction of buildings
- Code Enforcement
- Disposition of real property
- Economic development assistance to for-profit business
- Energy efficiency/conservation
- Housing services
- Loss of rental income
- Micro-enterprise assistance
- Planning and capacity building
- Program administrative costs
- Public facilities and improvements
- Public services
- Relocation assistance
- Removal of Architectural Barriers (commonly called ADA Improvements)
- Technical assistance

Any activity *not* specifically authorized in the list of eligible activities will be considered to be ineligible for assistance under the Small Cities program.

Ineligible activities include:

- Buildings for the general conduct of government (except ADA improvements)
- Faith-based assistance used for primarily religious activities
- Income payments
- New construction of permanent residential structures
- Political activities

4. **The Housing and Community Development Act of 1974 (as amended):** The primary objective of the Act, as amended, is the development of viable urban communities by providing decent housing, a suitable living environment and expanding economic opportunities, principally for families or persons of low and moderate income. In order to meet these objectives, the federal government has established three National Objectives for the Small Cities program. Every activity must meet one of the three national objectives listed below:
- To benefit low and moderate-income families;
 - To aid in the prevention or elimination of slums or blight;
 - To alleviate existing conditions that poses a serious and immediate threat to the health or welfare of the community (Urgent Need).

Communities can meet a national objective through one of the following:

Low and Moderate-Income Benefit:

- Area benefit (e.g., streets and sidewalks), where at least 51% of the population in the defined area is of low and moderate income; or
- Limited clientele (e.g., seniors or handicapped persons); or
- Direct benefit (e.g., housing rehabilitation and job creation).

Slum and Blight:

- Prevention or elimination on an Area basis; or
- Prevention or elimination on a spot slum and blight basis.

Urgent Need:

- Sudden and unexpected need;
- Threat to the health and welfare of the community;
- Occurred within 18 months; and
- No other funds available.

5. **Community Revitalization Strategies:** In 1996, HUD established criteria, which allow states to approve a locally determined strategy for revitalizing an area that is among the community's most distressed. In order to provide some incentive for communities to undertake such revitalization, the Small Cities program regulations provide certain benefits for the use of Small Cities funds in such an area. The department will apply the same criteria to communities eligible for Small Cities CDBG.

A community that is interested in undertaking of a community revitalization strategy (CRS) must submit a request to the department prior applying for Small Cities funds.

A community's revitalization strategy must be designed to provide for the economic empowerment of low and moderate-income residents of a particular area that is among the community's most distressed. It must also provide for other long-term improvements within a reasonable period of time.

Therefore, the CRS must clearly describe how it meets the following criteria:

- **Boundaries:** A community must identify the neighborhood's boundaries for which the CRS applies. All areas within the boundaries must be contiguous;
- **Demographic Criteria:** The designated area must be a primarily residential area that contains at least fifty-one percent (51%) low and moderate-income residents. However, a community may not utilize the area benefit presumption authorized by 24 CFR 570.483(e)(5)(i) or the aggregation of housing units authorized by 24CFR 570.483 (e)(5)(ii) unless it meets the additional demographic criteria outlined in 24 CFR 570.483(b)(1)(v). Communities that intend to utilize the area benefit presumption or the aggregation of housing units must provide DECD with the census data needed to support the LMI percentage and poverty rate in the designated area;

- **Consultation:** The community must describe how the CRS was developed in consultation with the area's stakeholders, including residents, owners/operators of businesses and financial institutions, nonprofits, and community groups that are in or serve the neighborhood;
- **Assessment:** The CRS must include an assessment of the economic conditions of the area and an examination of the opportunities for economic development improvement and the problems likely to be encountered;
- **Economic Empowerment:** There must be a realistic development strategy and implementation plan to promote the area's economic progress focusing on activities to create meaningful jobs for the unemployed low and moderate income residents of the area as well as activities to promote the substantial revitalization of the area; and
- **Performance Measures:** The CRS must identify the results to be achieved, expressing them in terms that are readily measurable, in the form of benchmarks.

In order to avoid an unnecessary burden for the community in describing its CRS, the community may refer to specific portions of other documents that the community must provide to the department. Additional data may be required if the referenced documents do not contain sufficient data to determine that each of the criteria has been met.

A community with an approved Neighborhood Revitalization Zone pursuant to Public Act 95-340 may use the strategic plan developed for the NRZ as the CRS as long as any additional information required by the department is also provided.

Once a CRS is approved, the community is eligible for the following incentives:

- **Job Creation/Retention as Low/Moderate Income Area Benefit:** job creation/retention activities undertaken pursuant to the CRS may be qualified as meeting area benefit requirements, thus eliminating the need for a business to track the income of the persons that take or are considered for such jobs;
- **Aggregation of Housing Units:** units assisted pursuant to the CRS may be considered to be part of a single structure for purposes of applying the low and moderate-income national objective criteria, thus providing greater flexibility to carry out housing programs that revitalize neighborhoods;
- **Aggregate Public Benefit Standard Exemption:** Economic development activities carried out under the strategy may be exempt from the aggregate public benefit standards, thus increasing a community's flexibility for program design as well as reducing its record-keeping requirements; and
- **Public Service Cap Exemption:** Public services carried out pursuant to the CRS by a Community Based Development Organization will be exempt from the public service project-funding cap.

6. **Section 108 Loans:** The Section 108 Loan Guarantees is an extension of the Small Cities program and provides a source of financing for community development projects in accordance with Section 108 of the Housing and Community Development Act of 1974, as amended. The program is designed to finance large-scale projects that address public needs or stimulate economic development.

Guaranteed by HUD and backed by the full faith and credit of the United States, Section 108 notes are issued to investors through private underwriters. The Section 108 funds are offered to communities in the form of loans that must be repaid in full. The state pledge of future Small Cities CDBG funds serves as one source of security. All projects will be required to provide additional security and demonstrate that the 108 borrowing can be paid back. All Section 108 projects must fulfill at least one of the Small Cities program national objectives.

Proposals for Section 108 loans may be accepted by the department throughout the year and will be evaluated on project merits by a review team. Communities will be requested to complete a pre-application, which will enable the department to determine that the proposal meets federal eligibility and feasibility criteria. Proposals will be accepted for large-scale housing rehabilitation, housing development site preparation and infrastructure and economic development. The amount of funds committed to a particular project will be based on financial need and public benefit relative to risk.

Key program elements for the Section 108 Loan Guarantee Program:

- Statewide assistance is limited to \$14 million or no more than \$1,500,000 principal and interest payments annually;
- Minimum amount per project is \$500,000;
- Maximum loan guarantee per community or per project will not exceed \$4 million;
- Maximum loan term will be 20 years;
- Loans will be capped at 75% to 80% Section 108 loan to collateral value pledged;
- Repayment feasibility must be reasonably assured;
- Each project must demonstrate at least 10% equity participation;
- Section 108 loan funds cannot constitute more than 90% of total project costs;
- For economic development projects, the cost per full time equivalent job cannot exceed \$35,000 in Section 108 funds (all permanent jobs); a maximum of \$350 per low and moderate-income resident served; and the interest rates charged will be pegged to cost of funds, which track treasury rates; and
- For housing rehabilitation projects, maximum assistance will be capped according to HOME program guidelines.

7. **Application Process for Small Cities CDBG Program:** The department will provide workshops and training opportunities to interested communities

on the competitive application processes prior to implementation. The department will provide adequate advance notice of fund availability prior to FFY 2007. The department reserves the right to cease accepting applications at any time that available funds have been committed. In the case of Urgent Needs, the department will accept applicants on a first come first serve basis.

a. Program Eligibility and Threshold Requirements: The department has established the following standards for applicant eligibility:

- Eligible applicants: As defined by HUD program regulations;
- Eligible activity: Only activities, as defined in this plan are eligible;
- National Objective: Each proposed activity must meet at least one national objective and must be fully supported within the application;
- Citizen Participation: Applicant must provide certification of compliance with citizen participation criteria;
- Consistency with the Consolidated Plan: Applicant must identify how the project is consistent with the goals and strategies of the Consolidated Plan;
- Fair Housing and Equal Opportunity Compliance: Applicant must demonstrate compliance with all fair housing and equal employment opportunities obligations/guidelines; and
- Statement of Compliance: Applicants must be in compliance with all existing department assistance agreements and cannot be in default under any CHFA or HUD-administered program (Waiver provision available in extraordinary circumstances).
- Expenditure Rates: First open contract – 45% expended and second open contract – 90% expended.

b. Application Evaluation Process: The department will conduct due diligence and evaluate all eligible applications using the evaluation criteria described herein. Depending on the nature of the proposed activity, site inspections may be conducted by department staff. An evaluation of the site's feasibility will be completed and considered as part of the final review. Staff review will include but not be limited to the following:

- Applicant Capacity;
- Outstanding obligations (i.e. findings & concerns),
- Number of open contracts,
- Expenditure rates on open contracts, and
- Other unique facts or circumstances.
- Need and Marketability;
- Need of the activity, and
- Local financial conditions.
- Project Feasibility;
- Readiness to proceed,
- Site feasibility,
- Firm financial commitments, if applicable

- Site control, etc.
 - Community Impact;
 - Extent to which the proposed activity supports the goals of neighborhood, local, regional, and state plans for housing and community development
 - Amount of leveraging included in the application; and
 - Fair Housing and Equal Opportunity.
- c. **Planning Only Grants:** *Requests for funding are part of the competitive process outlined above.* Federal and state policy requires that all “planning only” grants develop plans that, if implemented, would meet the low and moderate-income or slum and blight national objectives. To meet this requirement, planning grants must be for a specific eligible activity. Communities are limited to one planning grant request per program year in an amount not to exceed \$25,000. Total awards for planning grants will not exceed 2% of the state’s annual allocation.
- d. **Economic Development:** *Requests for funding are part of the competitive process outlined above.* Eligible communities or multi-jurisdictional applicants to assist businesses in meeting the national objective for low and moderate-income benefit through job creation or retention. In addition to the criteria stated above, economic development activities must demonstrate the appropriateness of Small Cities funding; that the type and level of Small Cities financial assistance is reasonable in relation to the achieved public benefit; and that the level of financial assistance would not unduly enrich the business.
- e. **Final Recommendations:** Based on the overall quality of the application and compliance with the threshold and evaluation requirements, staff will make recommendations to the Commissioner. For competitive rounds, the criteria above will be used to rate and rank all applications for major activities; and recommendations to the Commissioner’s office will be based on this rating and ranking system. Applicants will receive written notification after final decisions have been made.

Evaluation Criteria for HOME and Small Cities CDBG Programs:

The following are categories of evaluation criteria and descriptions of factors that will be considered within each category.

1. **Need and Marketability:** the project must meet one or more of the priorities as outlined in the ConPlan. This category will consider: the overall housing and community development needs of the site; the neighborhood, the community, the municipality and the region in which the activity is proposed; the documented need for the specific activity proposed; the extent to which low and moderate-income households will be served or will benefit; the extent to which health and safety issues apply; the extent to which the proposal

addresses the community's special needs housing and a market analysis of the proposed activity and waiting lists (if appropriate).

2. **Project Feasibility:** DECD must expend federal funds in a timely manner; therefore, priority shall be given to all projects that have a "ready to go" status. "Ready to go" means that necessary approvals are in place, such as permits, funding, certifications, etc. This category will consider distinct areas: site, development, and operational feasibility. **Site feasibility** will consider the environmental condition of the proposed activity, site control, current zoning and approvals, infrastructure condition and needs, the presence of hazardous materials, and historic preservation requirements. **Development feasibility** will consider project cost including total development cost, per unit cost and program cost ("soft cost"), proposed development budget, appraisals, funding commitments from other sources, amount of funding leveraged by HOME or Small Cities CDBG funds, the extent to which HOME or Small Cities CDBG is used as gap financing or funding of last resort, relocation, project time line, and project readiness to proceed. **Operational feasibility** will consider proposed operating budget, proposed rents and/or purchase prices, the reasonableness of operating expenses including fees, and cash flow projections for the project.
3. **Applicant/Sponsor Capacity:** all applicants must meet all thresholds and be in full compliance with any and all assistance agreements with DECD and cannot be in default under any DECD, CHFA or HUD-administered program. This category will consider the applicant's success with previous DECD funded projects, development experience, experience of the development team and staff, management experience, performance in administering previous grants and/or loans from DECD, and performance in promoting fair housing and equal opportunities.
4. **Community Impact:** DECD will consider whether the project is part of a comprehensive planning process for the community, such as a Community Revitalization Strategies Plan, Plan of Development or similar planning effort. The applicant must provide evidence of the planning effort supporting the project. This category will consider: the relationship between the proposed activity and the other housing, economic and community development activities that are planned or underway in the impacted neighborhood; the relationship of the proposed activity to priorities identified in the municipality's or region's plan of development; the economic impact of the proposed activity; local government support for the proposed activity; neighborhood support for the proposed activity and if the proposed activity is located in a targeted investment area, such as a Neighborhood Revitalization Zone or Enterprise Zone.
5. **Fair Housing and Equal Opportunity:** DECD will consider the demonstration of a previously approved and active Fair Housing Plan, and the applicant's performance in achieving the goals of the plan. The applicant's Fair Housing Plan should reflect the requirements of DECD's Analysis of Impediments Action Plan. In addition, the department will also consider the demonstration of an active Equal Opportunity Plan and the

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applicant's performance against that plan. Applicants must submit a Fair Housing Plan that has been updated within the last two years and milestones/achievements as a result of the plan. This category will consider the extent to which proposals promote racial and economic integration, the extent to which the proposal offers housing choice and opportunities to extremely low/very low/low and moderate-income households and to persons with special needs, and the extent to which the proposed project reduces racial segregation. The Fair Housing category will only apply to housing proposals, while Equal Opportunity will be applied to all proposals.

Compliance and Monitoring for HOME and Small Cities CDBG Programs:

The department will monitor applicants' compliance to program requirements in accordance with 24 CFR 92.508 and 24 CFR 570.492 for the HOME and Small Cities CDBG programs respectively. Applicants will be notified in advance of any project monitoring. Applicants should be aware of the long-term compliance requirements associated with their respective projects in advance of accepting a contract for funding with the department.

State and Federal Resources for DECD: State fiscal year 2007-2008

This table lists the anticipated/estimated level of state and federal funding available in state fiscal year 2007-2008. Please note that Connecticut's 2005-2009 Consolidated Plan outlines how the state plans to leverage CDBG and HOME funds against other sources of funding. For more detail concerning how Connecticut leverages federal and state funds against each other and against non-governmental funding sources, please refer to the Connecticut 2005-2009 Consolidated Plan and Connecticut 2005-2009 State Long-Range housing Plan. Both of these documents are available on the DECD website.

ECONOMIC & COMMUNITY DEVELOPMENT (DECD)	STATE FY 07-08	HUD FY 07-08	TOTAL
HOME (includes ADDI \$)	\$-	\$12,512,547	\$12,512,547
Small Cities Community Development Block Grant	\$-	\$13,645,095	\$13,645,095
Small Town Economic Assistance Program, STEAP Funds	\$ TBD	\$-	\$ TBD
Flexible Housing Funds	\$15,000,000	\$-	\$15,000,000
Assisted Living Funds	\$ 1,445,400	\$-	\$ 1,445,400
Housing Assistance and Counseling	\$ 588,903	\$-	\$ 588,903
Elderly/Congregate Rental Assistance	\$ 1,523,004	\$-	\$ 1,523,004
Congregate Operating Subsidy	\$ 6,137,701	\$-	\$ 6,137,701
Urban Act Funds (Community Development)	\$ TBD	\$	\$ TBD
PILOT	\$ 2,900,000	\$-	\$ 2,900,000
Tax Abatement	\$ 2,400,000	\$	\$ 2,400,000
Housing Trust Fund	\$20,000,000	\$-	\$20,000,000
TOTAL FOR DECD:	\$49,995,008	\$26,157,642	\$76,152,650

Note: DECD figures are based on last years appropriated/authorized funding.

CONNECTICUT HOUSING FINANCE AUTHORITY (CHFA)	STATE FY 07-08	HUD FY 07-08	TOTAL
Low Income Housing Tax Credit	\$-	\$ TBD	\$ TBD
TOTAL FOR CHFA:	\$-	\$ TBD	\$ TBD

Priority Objectives and Performance Goals for HOME and Small Cities CDBG Programs:

The state intends to make available HOME and Small Cities CDBG funds to eligible recipients based on the priorities set forth in the 2005-2009 Consolidated Plan and this document.

The Performance Outcome Measurement System associated with the 2005-09 Consolidated Plan includes objectives, outcome measures and indicators (outputs). It has three overarching program objectives under which all CDBG, HOME, ESG and HOPWA program activities, outcome indicators and measures will be grouped. They are as follows:

I. Encouraging Homeownership

- Improve the ability of low and moderate-income residents to access homeownership opportunities.

II. Expanding the Supply of Quality Affordable Housing

- Preserve and increase the supply of quality affordable housing available to all low and moderate-income households, and help identify and develop available resources to assist in the development of housing.
- Improve the ability of low and moderate-income residents to access rental housing opportunities.
- Assist in addressing the shelter, housing, and service needs of the homeless poor and others with special needs.

III. Revitalizing Communities

- Provide communities with assistance to undertake economic development initiatives.
- Provide assistance to help communities undertake community infrastructure, facility, and service projects affecting public health, safety and welfare.

These three objectives incorporate the statutory objectives for the CDBG, HOME, ESG and HOPWA programs. Grouping the program activities in this way allows Connecticut to report on its progress toward meeting the overall objectives of the aforementioned programs in a simplified and comprehensive manner. In some cases, activities will fall under more than one program objective, depending upon the purpose/type of the program.

The measures, used in the Consolidated Plan's Performance Outcome Measurement System, are designed to clearly gauge whether or not the activities being funded under the four federal programs, governed by the plan, are meeting the plan's stated goals and objectives.

As stated in Section IX “Strategic Plan” of the Consolidated Plan, there are twelve goals supporting the plan's three overarching goals. Each goal is supported by specific objectives. Each objective has specific measures associated with it.

Performance Measurement Methodology:

The ultimate purpose of the Performance Outcome Measurement System of the Consolidated Plan is to clearly demonstrate whether or not Connecticut is achieving the statutory objectives of the CDBG, HOME, ESG and HOPWA programs. The strategic plan section of the Consolidated Plan has been designed to link the statutory goals of these four programs to the specific activities carried out by the state. Please refer to Section IX “Strategic Plan” of the Consolidated Plan for detail on the plan's overarching goals, goals and objectives.

Therefore:

- If the majority of a goal's stated objectives are achieved, then that goal will be considered accomplished.
- If the majority of the goals that support one of the plan's overarching goals are achieved, then that overarching goal will be considered accomplished.
- As the three overarching goals of Connecticut's Consolidated Plan incorporate the statutory objectives for the CDBG, HOME, ESG and HOPWA programs, the statutory objectives for these programs will be considered accomplished if the overarching goals of this plan have been accomplished.

Performance Measures:

The metrics (outcome measures and indicators/outputs) used to gauge the success or failure of the Consolidated Plan must be tangible and obtainable. They must be clearly understandable and easily flow through a hierarchical construct, which links actions to the ultimate goals of the federal programs governed by the plan.

Each specific objective has been assigned one or more measures designed to clearly identify whether or not that objective has been met. (See Section XI “Performance Measurements” Goals & Objectives Matrix of the Consolidated Plan for specific measures). As mentioned above, a goal will be considered successfully fulfilled if the majority of its associated specific objectives have been accomplished and, as such, the success or failure in meeting a goal's specific objectives acts as the metric for measuring the state's performance in meeting the plan's goals.

The Consolidated Plan's overarching goals will be considered successfully fulfilled if the majority of their associated goals has been accomplished and, as such, the success or failure in meeting the goals associated with each overarching goal acts as the metric for measuring the state's performance in meeting the plan's overarching goals.

The statutory goals of the four programs will be considered successfully fulfilled if the overarching goals of the Consolidated Plan have been accomplished and, as such, the success or failure in meeting the overarching goals of the plan acts as the metric for measuring the state's performance in meeting the statutory goals of the four programs.

A graphic illustration of the objective and goal linkages, and outcome measures and indicators is located in Section XI "Performance Measurements" Goals & Objectives Matrix of the Consolidated Plan.

Development of Specific Objectives and Proposed Accomplishments;

The specific objectives and proposed accomplishments described in Section IX "Strategic Plan" of the Consolidated Plan were derived from a thorough review of the various needs within the state, a review of the resources available to address those needs, an assessment of the capacity of the state, local jurisdictions, housing authorities and private and not-for-profit organizations to meet those needs, and through a review of the state's historic achievements in meeting those needs in the past and the costs associated with those achievements.

Prioritization of Funding and Need:

The Consolidated Plan recognizes that the housing and community development needs of the state are many while the resources to address these issues are limited. As such, this plan attempts to maximize all available state and federal resources by focusing the state's efforts.

Only those issues deemed to be a high priority to the state have been identified in this plan. All other issues are, by default, deemed to be a lower priority in terms of funding attention.

There are 12 goals outlined in the Consolidated Plan document. These goals, listed below, are presented in numeric order for the purpose of identification. Their position within this list does not denote a specific ranking – as all are considered of equal priority. These goals are as follows:

- Goal 1:** **Supportive Housing** - Develop and implement strategies and solutions to address the problem of homelessness through the utilization of supportive housing.
- Goal 2:** **Home Ownership** - Improve the ability of low and moderate-income residents to access home ownership opportunities.
- Goal 3:** **Rental Housing Supply** - Preserve and increase the supply of quality affordable housing available to low and moderate-income households.
- Goal 4:** **Rental Housing Opportunities** - Improve the ability of low and moderate-income residents to access rental housing opportunities.

- Goal 5:** **Affordable Housing Planning** - Help identify and develop available resources to assist in the development of housing.
- Goal 6:** **Fair Housing** - Empower upward mobility for low and moderate-income residents through fair housing.
- Goal 7:** **Homelessness** - Address the shelter, housing and service needs of the homeless poor and others with special needs.
- Goal 8:** **Special Needs** - Address the housing and service needs of those populations defined as having special needs:
- Elderly and Frail Elderly
 - Persons with Disabilities
 - Persons with HIV/Aids and Their Families
 - Persons with Substance Abuse Issues
 - Persons Recently De-Incarcerated
- Goal 9:** **Lead Paint and Hazardous Materials** - Support the removal of lead-based paint and other hazardous materials in existing housing.
- Goal 10:** **Public Housing Residents** - Facilitate homeownership opportunities for public housing residents.
- Goal 11:** **Non-Housing: Economic Development** - Provide communities with assistance to undertake economic development initiatives.
- Goal 12:** **Non-Housing: Infrastructure and Public Facilities** - Provide assistance to undertake improvements to the community infrastructure, and construct or rehabilitate public facilities projects affecting public health, safety and welfare of low and moderate-income residents.

Objectives, Accomplishments and Measures:

Each goal is followed by specific objectives (objectives are either specific actions to be taken or specific milestones to be achieved). A corresponding proposed accomplishment follows each of these objectives. The accomplishments are designed to serve as the metric that will gauge the performance of the state in meeting the objectives and ultimately the goal to which they relate.

Basis for Assigning Priority:

Each objective and accomplishment also has a proposed funding source (or sources), a population and geographic target, and a priority rating. Each objective is supported by a brief discussion of the need/basis for assigning the priority and of obstacles to meeting underserved needs summarized from the Needs Assessment and Housing Market Analysis sections of the Consolidated Plan.

Priority ratings were established after a thorough examination of Connecticut's housing and community development needs and the state's current and historical

housing market. (See Needs Assessment and Housing Market Analysis sections of the Consolidated Plan.) Based on the state's review of all relevant and available data, specific issues were selected and run through an internal screening at the Departments of Economic and Community Development and Social Services. Issues chosen to be assigned high priority funding status within this plan were selected based on three overarching factors: (1) the issue's relative demonstrated need (as identified in the needs assessment), (2) the availability of other funds to address the need and (3) the eligibility criteria of each of the four federal programs governed by this plan.

High Priority Needs and Funding:

As stated above, only those issues deemed to be a high priority to the state have been identified in the Consolidated Plan. All other issues are, by default, deemed to be a lower priority in terms of federal funding attention.

This does not exclude the state from funding lower priority projects. The high priority designation serves to emphasize to the public, the areas in which the state will concentrate its efforts over the next five years, in terms of housing and community development. Further, it defines where the state will focus its usage of the federal funds accessed through the four state-administered federal programs governed by this plan.

A proposed project that addresses a high priority need is not guaranteed funding based solely on the fact that it will address a high priority need. All projects funded by the state must be financially and logistically feasible as well as meet all of the eligibility criteria of the proposed funding source. When two or more projects are competing for funding dollars (all things being equal), the project addressing the high priority need will be given funding preference.

Note: for the purposes of this plan, "Other Funds" include all available state, federal or private funds other than those allocated to the state under the CDBG, ESG, HOME and HOPWA programs.

The 2005-06 Action Plan outlined the department's proposed accomplishments for 2005-06 based on the performance measurement system presented in the 2005-09 Consolidated Plan. The results for the 2005-2006 program year accomplishments are contained in the Performance Evaluation Report (PER) for 2005-06

The 2006-07 Action Plan outlined the department's proposed accomplishments for 2006-07. These were based on the performance measurement system presented in the 2005-09 Consolidated Plan and incorporated HUD's Outcome Performance Measurement System. The results for the 2006-2007 program year accomplishments will be contained in the Performance Evaluation Report (PER) for 2006-07.

The "Goals and Objectives Matrix" starting on page 32 of this plan outlines the department's proposed accomplishments for 2007-08, including those actions to be taken during the program year to overcome the effects of impediments identified in the five-year consolidated plan. The proposed accomplishments

appearing in this section are based on the performance measurement system presented in the 2005-09 Consolidated Plan as well as HUD's Outcome Performance Measurement System. Outlined below is further detail on HUD's Outcome Performance Measurement System.

HUD Outcome Performance Measurement System:

Below is the key based on the HUD Outcome Performance Measurement System for Community Planning and Development Formula Grant Programs as contained in Federal Register/ Vol. 71, No. 44 dated March 7, 2006.

Objectives:

I. Suitable Living Environment: in general, this objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment.

II. Decent Housing: the activities that are typically found under this objective are designed to cover the wide range of housing possible under HOME, CDBG, HOPWA, or ESG. This objective focuses on housing programs where the purpose of the program is to meet individual family or community needs and not programs where housing is an element of a larger effort, since such programs would be more appropriately reported under Suitable Living Environment.

III. Creating Economic Opportunities: this objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

Outcomes:

- A. **Availability/Accessibility:** this outcome category applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low and moderate-income people, including persons with disabilities. In this category, accessibility refers not only to physical barriers, but also to making the affordable basics of daily living available and accessible to low and moderate-income people where they live.
- B. **Affordability:** this outcome category applies to activities that provide affordability in a variety of ways in the lives of low and moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.
- C. **Sustainability/Promoting Livable or Viable Communities:** this outcome applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low and moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

Output Indicators:

For each activity, applicants report on:

1. Amount of money leveraged (from other federal, state, local, and private sources) per activity;
2. Number of persons, households, units, or beds assisted, as appropriate;
3. Income levels of persons or households by: 30%, 50%, 60%, or 80% of area median income, per applicable program requirements. However, if a CDBG activity benefits a target area, that activity will show the total number of persons served and the percentage of low and moderate-income persons served. Note that this requirement is not applicable for economic development activities awarding funding on a "made available basis;"
4. Race, ethnicity, and disability (for activities in programs that currently report these data elements)

Specific Indicators, As Applicable:

5. Public facility or infrastructure activities
 - a. Number of persons assisted:
 - With new access to a facility or infrastructure benefit
 - With improved access to a facility or infrastructure benefit
 - Where activity was used to meet a quality standard or measurably improved quality, report the number that no longer only have access to a substandard facility or infrastructure
6. Public service activities
 - a. Number of persons assisted:
 - With new access to a service
 - With improved access to a service
 - Where activity was used to meet a quality standard or measurably improved quality, report the number that no longer only have access to substandard service
7. Activities are part of a geographically targeted revitalization effort (Y/N)
If Yes (check one)
 - a. Comprehensive
 - b. Commercial
 - c. Housing
 - d. Other

Choose all the indicators that apply, or at least 3 indicators if the effort is (a) Comprehensive.

 - Number of new businesses assisted
 - Number of businesses retained
 - Number of jobs created or retained in target area
 - Amount of money leveraged (from other public or private sources)
 - Number of low or moderate-income (LMI) persons served
 - Slum/blight demolition

- Number of LMI households assisted
 - Number of acres of remediated brownfields
 - Number of households with new or improved access to public facilities/services
 - Number of commercial facade treatment/business building rehab
 - Optional indicators: numbers on crime rates, property value change, housing code violations, business occupancy rates, employment rates, homeownership rates
8. Number of commercial facade treatment/business building rehab (site, not target area based)
9. Number of acres of brownfields remediated (site, not target area based)
10. New rental units constructed per project or activity
- a. Total number of units:
- Of total:
- Number affordable
 - Number section 504 accessible
 - Number qualified as Energy Star
 - Of the affordable units:
 - Number occupied by elderly
 - Number subsidized with project-based rental assistance (federal, state, or local program)
 - Number of years of affordability
 - Number of housing units designated for persons with HIV/AIDS, including those units receiving assistance for operations
- Of those, number of units for the chronically homeless:
- Number of units of permanent housing designated for homeless persons and families, including those units receiving assistance for operations
- Of those:
- Number of units for the chronically homeless
11. Rental units rehabilitated
- a. Total number of units:
- Of total:
- Number affordable
 - Number section 504 accessible
 - Number of units created through conversion of nonresidential buildings to residential buildings
 - Number brought from substandard to standard condition (HQS or local code)
 - Number qualified as Energy Star
 - Number brought into compliance with lead safe housing rule (24 CFR part 35)
- Of those affordable:
- Number occupied by elderly
 - Number subsidized with project-based rental assistance (federal, state or local program)

- Number of years of affordability
- Number of housing units designated for persons with HIV/AIDS, including those units receiving assistance for operations

Of those:

- Number of units for the chronically homeless
- Number of units of permanent housing for homeless persons and families, including those units receiving assistance for operations

Of those:

- Number of units for the chronically homeless

12. Homeownership units constructed, acquired, and/or acquired with rehabilitation (per project or activity)

a. Total number of units:

Of those:

- Number of affordable units
- Number of years of affordability
- Number qualified as Energy Star
- Number section 504 accessible
- Number of households previously living in subsidized housing

Of those affordable:

- Number occupied by elderly
- Number specifically designated for persons with HIV/AIDS

Of those:

- Number specifically for chronically homeless
- Number specifically designated for homeless

Of those:

- Number specifically for chronically homeless

13. Owner occupied units rehabilitated or improved

a. Total number of units

- Number occupied by elderly
- Number of units brought from substandard to standard condition (HQS or local code)
- Number qualified as Energy Star
- Number of units brought into compliance with lead safe housing rule (24 CFR part 35)
- Number of units made accessible for persons with disabilities

14. Direct financial assistance to homebuyers

a. Number of first-time homebuyers

Of those:

- Number receiving housing counseling
- Number receiving downpayment assistance/closing costs

15. Tenant-based rental assistance (TBRA)

a. Total number of households:

Of those:

- Number with short-term rental assistance (less than 12 months)

- Number of homeless households
Of those:
 - Number of chronically homeless households
16. Number of homeless persons given overnight shelter
17. Number of beds created in overnight shelter or other emergency housing
18. Homelessness Prevention
- a. Number of households that received emergency financial assistance to prevent homelessness
 - b. Number of households that received emergency legal assistance to prevent homelessness
19. Jobs created
- a. Total number of jobs:
 - Employer-sponsored health care (Y/N)
 - Type of jobs created (use existing Economic Development Administration (EDA) classification)
 - Employment status before taking job created:
 - Number of unemployed
20. Jobs retained
- a. Total number of jobs:
 - Employer-sponsored health care benefits
21. Businesses assisted
- a. New businesses assisted
 - b. Existing businesses assisted
Of those:
 - Business expansions
 - Business relocations
 - c. DUNS number(s) of businesses assisted (HUD will use the DUNS numbers to track number of new businesses that remain operational for 3 years after assistance)
22. Does assisted business provide a good or service to meet needs of service area/neighborhood/community (to be determined by community)?

Examples

Each outcome category can be connected to each of the overarching objectives, resulting in a total of nine groups of outcome/objective statements under which grantees would report the activity or project data to document the results of their activities or projects. They are activities or projects that provide:

- Accessibility for the purpose of creating suitable living environments
- Accessibility for the purpose of providing decent housing
- Accessibility for the purpose of creating economic opportunities
- Affordability for the purpose of creating suitable living environments
- Affordability for the purpose of providing decent housing

- Affordability for the purpose of creating economic opportunities
- Sustainability for the purpose of creating suitable living environments
- Sustainability for the purpose of providing decent housing
- Sustainability for the purpose of creating economic opportunity

Each output should relate to the intended outcome/objective of the program activities and community objectives. A complete statement has these components: Output (quantified) + Outcome (from categories above) + Activity (description) + Objective. Combining these elements into a single sentence summarizes the community's activities, results, intended outcomes, and purpose in a way that can be related to resource inputs. Sometimes an adjective such as new, improved, or corrective may be appropriate to refine the outcome statement.

- 2000 homeless persons have new access to a shelter for the purpose of creating decent housing
- 7 households have new access to homeownership for the purpose of creating decent housing
- 24 households have sustained decent housing by emergency repair for the purpose of providing decent housing
- 52 households have new access to public sewer for the purpose of creating a suitable living environment
- 50 persons have access to new jobs through extension of a water line to a business for the purpose of creating economic opportunity
- 50 households have housing through a downpayment assistance program for the purpose of creating decent housing
- 75 very low-income persons living with HIV/AIDS were assisted with on-going (monthly) housing subsidies for the purpose of providing decent housing

2007-2008 GOALS & OBJECTIVES MATRIX										
AFFORDABLE HOUSING										
Goal 1 SUPPORTIVE HOUSING - Develop and implement strategies and solutions to address the problem of homelessness through the utilization of supportive housing.										
PRODUCTION – SUPPORTIVE HOUSING										
Proposed Funding	Objective		Output		Performance Measure		Goal	HUD Objective	HUD Outcomes	HUD Outputs
ESG & State \$	1	Increase the number of permanent supportive housing opportunities available to homeless households or those at risk of becoming homeless, particularly those with special needs by providing financing for renovation of existing buildings.	1	Create 350-500 new supportive housing units over the next 5 years	1	Number of supportive housing units created	70 - 100 units	I	A,B	1,2,3,4,15
					2	Was the goal of 350-500 new supportive housing units achieved - Yes or No				
SERVICE DELIVERY – SUPPORTIVE HOUSING										
Proposed Funding	Objective		Output		Performance Measure		Goal	HUD Objective	HUD Outcomes	HUD Outputs
HOPWA & State \$	1	Evaluate the appropriate method or vehicle to introduce supportive services into existing housing units.	1	Evaluate the appropriate method or vehicle to introduce supportive services into existing housing units over the next 5 years.	1	Evaluation completed - Yes or No.	5 th year.	I	C	N/A

Goal 2	HOME OWNERSHIP - Improve the ability of low and moderate-income residents to access home ownership opportunities.									
PRODUCTION OF NEW UNITS - SINGLE FAMILY										
Proposed Funding	Objective		Output		Performance Measure		Goal	HUD Objective	HUD Outcomes	HUD Outputs
HOME/ ADDI	1	Under the HOME/ADDI program, support local efforts to develop appropriate homeownership housing to make better use of limited urban land.	1	Support 25 homeownership units of housing in urban areas each year.	1	Number of homeownership units created.	25 units annually	II	A, B	1,2,3,4,12,14
HOME & Other	2	Promote and support mixed-income developments in areas that currently underserved low and moderate-income households.	1	Give preference to 1 mixed-income project creating at least 10 units of housing each year in areas that currently underserved low and moderate-income households.	1	Was preference given to at least 1 mixed-income project - Yes or No.	1 project and 10 units annually	I	B	1,2,3,4,12,14
					2	Number of mixed-income infill units created.	5 th year.			

REHABILITATION OF EXISTING UNITS - SINGLE FAMILY										
Proposed Funding	Objective		Output		Performance Measure		Goal	HUD Objective	HUD Outcomes	HUD Outputs
CDBG	1	Support the moderate rehabilitation of existing single-family homes (a single family home is defined as a 1 to 4 unit owner occupied residential structure).	1	Support 4 single-family moderate rehabilitation projects each year (with up to 100 units each) in CDBG eligible communities.	1	Number of single-family moderate rehabilitation projects completed each year.	4 projects annually.			
					2	Number of single-family units rehabbed each year.	5 th year.	II	A,B	1,2,3,4,12
					3	Was the goal of 4 single-family moderate rehabilitation projects each year achieved- Yes or No.	5 th year.			

Goal 3 RENTAL HOUSING SUPPLY – Preserve and increase the supply of quality affordable housing available to low and moderate-income households.												
PRODUCTION OF NEW UNITS – MULTIFAMILY RENTAL												
Proposed Funding	Objective			Output		Performance Measure	Goal	HUD Objective	HUD Outcomes	HUD Outputs		
HOME	1	Promote and support mixed-income developments in areas that currently underserved low and moderate-income households.			1	Produce 30 units of new multifamily housing in suburban towns each year.	1	Number of new multifamily housing units created in suburban towns each year.	30 units annually.			
							2	Did the number of new multifamily housing units created in suburban towns each year fall within the targeted range – Yes or No.	5 th year.	II	A,B	1,2,3,4,10

HOME, CDBG & Other	2	Support adaptive re-use of historic structures for use as residential structures.	1	Through the adaptive re-use of historic structures, create and or preserve up to 50 residential units over the next 5 years.	1	Number of residential units created and/or preserved through the adaptive re-use of historic structures.	50 units by 5 th year.			
					2	Were 50 residential units created and/or preserved over the 5-year period, through the adaptive re-use of historic structures.	Yes or No.	II	A,B	1,2,3,4,10

REHABILITATION OF EXISTING UNITS – MULTIFAMILY RENTAL														
Proposed Funding	Objective			Output		Performance Measure		Goal	HUD Objective	HUD Outcomes	HUD Outputs			
CDBG	1	Invest in the maintenance and preservation of existing publicly assisted rental-housing stock to preserve it as a long-term resource.			1	Preserve 100 rental units statewide each year.		1	Number of existing publicly assisted rental units preserved.		100 units annually.	II	A, B	1,2,3,4,11
								2	Was the target of 100 units per year achieved - Yes or No.		5 th year.			
HOME & Other	2	Provide favorable loan terms for multifamily housing and mixed-use properties.			1	Fund up to 5 projects to create 20 units each year.		1	Average term and interest rate for loans for multifamily housing and mixed-use properties projects.		Up to 5 projects and 20 units annually.	I, II	A, B	1,2,3,4,11
								2	Was the average term and interest rate for loans for multifamily housing and mixed-use properties projects below market – Yes or No.		5 th year.			

					3	Number of multifamily housing and mixed-use properties projects funded.	5 th year.			
					4	Number of multifamily housing and mixed-use properties units created each year.	5 th year.			
					5	Were five or more multifamily housing and mixed-use properties projects funded annually and was the goal of 100 units per year achieved – Yes or No.	5 th year.			

Goal 5 AFFORDABLE HOUSING PLANNING- Help identify and develop available resources to assist in the development of housing.														
Proposed Funding	Objective			Output		Performance Measure		Goal	HUD Objective	HUD Outcomes	HUD Outputs			
CDBG & Other	1	Encourage Regional Planning Organizations and municipalities to: 1) study regional housing cost patterns and zoning practices; 2) establish regional plans to address and promote affordable fair-share housing and inclusionary housing policies that provide choice across income levels, proximity to employment and 3) promote greater opportunity to develop income diverse neighborhoods in urban and suburban areas.			1	Complete 5 regional studies over the next 5 years.		1	Number of regional studies completed.		1 Study annually.			
								2	Were 5 regional studies completed - Yes or No.		5 th year.	I	C	N/A

Goal 6 FAIR HOUSING - Empower upward mobility for low and moderate-income residents through fair housing.											
Proposed Funding		Objective		Output		Performance Measure		Goal	HUD Objective	HUD Outcomes	HUD Outputs
HOME & Other		1	Support fair housing education and outreach activities and actions to address illegal discrimination.	1	Increase the collaboration on fair housing issues between the state, housing providers and fair housing advocacy groups.	1	Number of fair housing collaborations between the state, housing providers and fair housing advocacy groups	5 th year.	I	C	N/A

HOME, CDBG & Other	2	State will update its Analysis To Impediments To Fair Housing (AI).	1	Complete update of the AI by end of year 2 of the plan.	1	Was AI completed by 2 nd year of the plan – Yes or No.	2 nd year.	I	C	N/A
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Goal 7 HOMELESSNESS – Address the shelter, housing and service needs of the homeless poor and others with special needs.										
COORDINATION AND PLANNING										
Proposed Funding	Objective		Output		Performance Measure		Goal	HUD Objective	HUD Outcomes	HUD Outputs
ESG & Other	1	Expand homeless prevention services, follow-up services and increase transitional services throughout the system.	1	Utilize the Beyond Shelter program, administered by the DSS, to reduce the reoccurrence of homelessness by assisting families who are leaving homeless shelters and transitional living programs to achieve housing stability by providing support services.	1	Number of homelessness reoccurrences among DSS assisted families leaving shelters and transitional living programs.	5 th year.	I	A	1,2,3,4,16,17, 18
					2	Was the number of reoccurrences reduced – Yes or No.	5 th year.			

Goal 8	SPECIAL NEEDS – Address the housing and service needs of those populations defined as having special needs.									
PERSONS WITH HIV/AIDS AND THEIR FAMILIES										
Proposed Funding	Objective		Output		Performance Measure		Goal	HUD Objective	HUD Outcomes	HUD Outputs
HOPWA & Other	1	Continue to fund existing HIV/AIDS programs.	1	Seek additional federal funding for existing HIV/AIDS programs.	1	Was additional funding sought - Yes or No.	5 th year.	I	C	1,2,3,4
					2	What additional federal funding was sought.	5 th year.			
			2	Increase access to supportive housing services for people living with HIV/AIDS and increase number of clients from 170 to 255 over five years.	1	Number of people accessing supportive housing services.	17 people annually.	I	C	1,2,3,4, 6
					2	Year over year change in number of people accessing supportive housing services.	5 th year.			
					3	Did the number of people accessing supportive housing services increase - Yes or No.	5 th year.			
HOPWA & Other	2	Assess the effectiveness of supportive housing programs for people living with HIV/AIDS periodically through the use of performance measures and on-going mechanisms to track consumer preferences and needs.	1	Continue to evaluate AIDS/HIV supportive housing programs at least once a year.	1	Was the program annually evaluated - Yes or No.	5 th year.	I	C	N/A

HOPWA & Other	3	Develop new mental health and addiction service programs to meet the specific needs of persons with HIV/AIDS.	1	Review availability of new federal and state funding to meet specific needs of client population with a goal of increasing the number of clients provided appropriate services from 170 to 255 over five years.	1	Was the availability of funding reviewed annually - Yes or No.	17 people annually.			
					2	Was additional funding secured - Yes or No.	5 th year.	I	C	1,2,3,4, 6

Goal 9	LEAD PAINT AND HAZARDOUS MATERIALS - Support the removal of lead-based paint and other hazardous materials in existing housing.									
Proposed Funding	Objective		Output		Performance Measure		Goal	HUD Objective	HUD Outcomes	HUD Outputs
CDBG, HOME & Other	1	Support the removal of lead-based paint and other hazardous materials in existing housing through paint testing and risk assessments in accordance with the final lead safe housing rule - Title X of the Lead-based Paint Hazard Reduction Act of 1992 (24 CFR pt 35).	1	Support up to 3 housing rehabilitation projects per year with the goal of making 20 units per year lead safe.	1	Number of housing lead-safe rehab projects per year.	3 projects and 20 units annually.			
					2	Number of housing units made lead-safe per year.	5 th year.	II	C	1,2,3,4,11,13

					3 Was the goal of up to 3 housing rehab projects per year and 20 units per year achieved - Yes or No.	5 th year.			
CDBG& Other	2	Support the implementation of the Lead Action for Medicaid Primary Prevention (LAMPP) program.	1	Utilize the LAMPP program to eliminate lead-based paint hazards in priority housing. LAMPP will eliminate lead-based paint hazards in 155 units per year and conduct paint inspections/risk assessments in 160 units per year.	1 Number of units made lead-safe under the LAMPP program.	115 units annually.	II	C	1,2,3,4,11,13
					2 Number of paint inspections/risk assessments conducted per year.	160 units annually.			

NON-HOUSING

Goal 11 ECONOMIC DEVELOPMENT - Provide communities with assistance to undertake economic development initiatives.											
Proposed Funding	Objective			Output		Performance Measure		Goal	HUD Objective	HUD Outcomes	HUD Outputs
CDBG & Other	1	Offer expanded economic opportunities including job creation and retention through the establishment, stabilization and expansion of small businesses (including Micro-enterprises) and the provision of public services concerned with employment.		1	Support at least one Economic Development Project with the creation of up to 15 jobs per year (8 of which will be for low and moderate income persons).	1	Number of economic development projects funded under the CDBG program annually.	1 project annually.			
									III	C	1,2,3,4,19,21
						2	Number of jobs created by economic development projects funded under the CDBG program annually.	Annually.			
						3	Percent of jobs created by economic development projects funded under the CDBG program annually benefiting low and moderate-income persons.	Annually.			

Goal 12 INFRASTRUCTURE & PUBLIC FACILITIES - Provide assistance to undertake improvements to the community infrastructure, and construct or rehabilitate public facilities projects affecting public health, safety and welfare of low- and moderate-income residents.										
Proposed Funding	Objective		Output		Performance Measure		Goal	HUD Objective	HUD Outcomes	HUD Outputs
CDBG & Other	1	Support the upgrading of existing infrastructure within areas where the majority of residents are of low- and moderate-income.	1	Support up to 3 infrastructure projects per year to include reconstruction of streets, sidewalks, water lines, and drainage problems in predominately low and moderate-income areas.	1	Number of infrastructure conducted projects per year.	15 projects annually.			
								I	C	1,3,5
					2	Was the goal of 3 infrastructure projects per year achieved - Yes or No.	5 th year.			
CDBG & Other	2	Support the construction and/or rehabilitation and/or expansion of existing public facilities that primarily serve low and moderate-income persons, including but not limited to: senior centers, homeless shelters, battered women shelters, daycare centers, and efforts to meet the needs of the physically handicapped population by supporting projects designed to make current facilities accessible or to provide new-handicapped accessible facilities.	1	Support up to 10 public facilities projects per year.	1	Number of public facilities projects conducted per year.	10 projects annually.			
								I	A	1,3,5
					2	Was the goal of 10 public facilities projects per year achieved - Yes or No.	5 th year.			

CDBG & Other	4	Continue to support neighborhood and community-based programs and the establishment of Community Revitalization Strategies and Neighborhood Revitalization Zones.	1	Coordinate state agency activities to encourage and promote support of Community Revitalization Strategies and Neighborhood Revitalization Zones.	1	Number of Community Revitalization Strategies and Neighborhood Revitalization Zones promotion and support efforts involving two or more state agencies.	5 th year.			
								I	C	N/A
			4	Analyze census data to determine which towns are eligible to use Community Revitalization Strategies and encourage those eligible towns to pursue this designation.	1	Was census data analyzed to determine which towns are eligible to use Community Revitalization Strategies.	5 th year.			
								I	C	N/A
					2	Towns eligible to use Community Revitalization Strategies.	5 th year.			
					3	Number of eligible towns that pursued the designation	5 th year.			
					4	Number of towns that received the designation	5 th year.			

C. Emergency Shelter Grants (ESG) Program:

Although DECD is the lead agency for the ConPlan and related action plans, the Department of Social Services (DSS) is the state recipient for ESG funds because it is the lead state agency for emergency homeless shelters and a variety of programs that serve the state's low-income population. DSS is also the lead agency for Section 8 vouchers and the state-funded Rental Assistance Program. The DSS budget also includes other sources of funding for the homeless.

Connecticut anticipates \$1,134,627 in federal Emergency Shelter Grant (ESG) funds for the Action Plan program year beginning July 1, 2007. Federal ESG funds will be pooled with \$2,479,521 in annual funding from Connecticut's general operating budget and \$7,734,073 from the U.S. Department of Health and Human Services TANF and Social Services Block Grants.

DSS administers this money by funding twenty-five (25) organizations that include faith-based organizations and a variety of non-profit agencies. In addition, DSS provides state and other funding to these providers who are experienced, well established in their communities and provide quality services. The funding received from ESG enables the organizations to provide additional beds and case management services. DSS will be working on developing a more formal process for the allocation of all sources of funds to homeless shelters in the future.

The pool of federal and state dollars, allocated to local community and faith-based organizations and municipalities, is for the provision of temporary shelter for homeless individuals and families. The funds provide operational costs, rehabilitation activities, essential services such as counseling, case management, health, education, employment and training as well as help finding permanent housing and homeless prevention activities. Federal ESG funds will primarily be targeted for operational costs (65% of available funds) followed by essential services (30%) and administrative services (5%).

Connecticut currently has twenty-five (25) shelters: seven (7) for single individuals, six (6) that support families and twelve (12) for both families and individuals. These shelters were established over the years due to the documented need to support homeless individuals and families. As needs are identified in local communities, the Department of Social Services examines its current financial capability to determine if there is financial and program support for new shelters. More than 15,000 individuals, including families with children, received emergency shelter services during the program year that began July 1, 2006.

The Department of Social Services consults with the Connecticut Coalition to End Homelessness and the Connecticut Housing Coalition for the provision of technical assistance, program development, service model recommendations and program evaluation.

Outcome Measures for Homeless Shelters - The Department of Social Services has negotiated the following client-based outcomes and measures with directors of emergency shelters. Each shelter will select and negotiate individual numerical outcomes and measures with DSS staff and will submit a monthly

statistical and a quarterly demographics report, as well as an annual performance report. The projected numerical goals represent statewide outcomes that will be evaluated throughout the program year.

Outcome: Consumer attains alternate housing and/or accesses social and/or treatment services.

Measures:

1. **Singles Housing Programs:** At least 30% of consumers will access another community housing setting such as transitional housing, residential treatment program or permanent housing;
2. **Family Housing Programs:** At least 55% of consumers will access another community housing setting such as transitional housing, residential treatment program or permanent housing;
3. **Singles Housing Programs:** At least 40% of consumers will access additional social services;
4. **Family Housing Programs:** At least 65% of consumers will access additional social services;
5. **Singles Housing Programs:** For consumers with an agreed upon goal of accessing information in order to make informed decisions about their health, education, housing, etc., 95% of consumers will be provided with such information to enable them to make informed decisions; and
6. **Family Housing Programs:** For consumers with an agreed upon goal of accessing information in order to make informed decisions about their health, children's education, housing, etc., 95% of consumers will be provided with such information to enable them to make informed decisions.

Homeless and Other Special Needs:

DSS provides funding for transitional living programs to thirty (30) contractors throughout the state for the provision of multi-family or single room residency living arrangements. Transitional living programs serve as a bridge for individuals and/or families after a period of homelessness. A variety of support services are provided to these individuals during their stay in the program. Stays can range from a period of six (6) months to two (2) years. The goal is to have these individuals and/or families gain self-sufficiency and permanent housing.

The state legislature included an additional \$300,000 in the DSS 2006-2007 budget for the provision of case management services for women. These funds will be provided to the homeless shelters in the City of New Haven where there has been an increase in the number of single homeless women. The shelters will hire staff to provide intensive case management and links to supportive services, particularly mental health and substance abuse treatment.

DSS also provides funding for a program known as Beyond Shelter. This prevention program provides coordinated services to newly housed families and their landlords in order to prevent another cycle of homelessness. Families eligible for services are those leaving shelters and transitional living facilities to move into their own housing. Homeless families work with a housing coordinator to identify and resolve problems that could result in the re-occurrence of homelessness. Services provided may include education on landlord/tenant

rights and responsibilities, assistance with food, transportation and parenting as well as support in securing mental health and substance abuse treatment services.

Beyond Shelter programs assist the landlord in matching renters to units and provide tenants with education on landlord/tenant rights and responsibilities including timely payment of rent. Landlords can request other assistance as needed from housing coordinators to resolve problems that threaten housing stability. There are currently eight (8) Beyond Shelter programs operating in Connecticut. The state legislature included an extra \$200,000 in the DSS 2006-2007 budget to fund additional programs.

Supportive housing is strongly supported in Connecticut. In January 2002, a Memorandum of Understanding was entered into by several state agencies including the Office of Policy and Management (OPM), the Department of Economic and Community Development (DECD), the Department of Mental Health and Addiction Services (DMHAS), the Department of Social Services (DSS), the Connecticut Housing Finance Authority (CHFA) and the Corporation for Supportive Housing (CSH). This MOU is in support of the statewide PILOTS Supportive Housing Initiative and the purpose is to increase service-supported, affordable housing for people with mental illness or substance abuse problems who face homelessness. DSS has devoted 200 of its 5,400 Section 8 vouchers to project-based programs developed as part of this initiative. Sixteen (16) projects are currently in development throughout the state.

In April 2006, this initiative moved into its next planning phase. The Next Steps Supportive Housing MOU includes OPM, DECD, DMHAS, DSS and CHFA. Through this agreement, DSS will provide up to 250 Rental Assistance Program subsidies for individuals and families who are homeless or at risk of becoming homeless, particularly people experiencing repeated or persistent homelessness. The purpose of the initiative is to enable homeless families and individuals to stabilize their lives and to regain a stake in the community.

Certification on Coordinated State Policy Regarding Discharge:

The State of Connecticut has been aware of issues related to the lack of coordination around discharge of persons from state institutions and facilities and problems related to resulting homelessness due to the lack of such coordination. State agency staff and community service providers identified this issue through the Consolidated Planning process for 2005-2009. As a result, coordination on discharge is a topic of discussion in the Governor's Working Group on Affordable Housing and through a variety of commissions on which either the Commissioner or DECD staff sit, as well as through other state agency groups that include both public and private service providers, advocates, etc.

Although Connecticut does not yet have a coordinated policy for the discharge of persons from publicly funded institutions in order to prevent discharge resulting in homelessness, the following are examples of current efforts to address this issue:

- DSS and the Department of Corrections (DOC) have entered into a Memorandum of Understanding in which DOC provides funding for two

DSS eligibility workers to determine the eligibility of persons being released from Corrections for DSS programs. The DSS programs include Medicaid, Food Stamps, State Administered General Assistance (SAGA), Temporary Family Assistance (TFA) and the State Supplement program. The theory is if the services are in place before the person is released, it will lessen the likelihood of homelessness.

- DOC also has both formal and informal agreements with some of the emergency homeless shelters. The shelters agree to provide beds for persons being released from prisons as well as for the provision of case management services. The case managers work with the clients to help them find employment, permanent housing and any other services they may need in order to become self-sufficient.

D. Housing Opportunities for Persons with AIDS (HOPWA) Program:

Connecticut anticipates \$253,000 in Federal Housing Opportunities for Persons with AIDS (HOPWA) funds for the Action Plan program year beginning July 1, 2007. HOPWA funds will be pooled with \$3,092,326 million in annual funding from Connecticut's general operating budget and \$1,078,467 from the U.S. Department of Health and Human Services (HHS). In addition, Connecticut has approximately \$1,088,720 available in bond funds for acquisition, rehabilitation, or new construction of AIDS housing programs. The Connecticut Department of Social Services (DSS) administers these funds.

The majority of HOPWA dollars allocated to Connecticut is funneled through the Eligible Metropolitan Statistical Areas (EMSA) of Bridgeport, Hartford, New Haven and their surrounding areas. DSS receives a small amount of balance of state dollars. Since the EMSA dollars do not cover Eastern Connecticut, DSS currently funds two providers in that area. These providers were selected based on their qualifications, the results of Standards of Care monitoring by the Connecticut AIDS Resource Coalition (CARC) and their experience providing services.

The DSS "balance of state" HOPWA funds will be distributed to these two organizations on a competitive basis. The goal for the two non-profits is to assist between 30-40 households with funds for short-term rent, mortgage and utility assistance and/or tenant-based rental assistance. In addition, these funds, in conjunction with state appropriations, will be used for community residence operational costs, technical assistance, case management and supportive services and housing information and resource identification. The two organizations will comply with HOPWA requirements including a breakdown of funding and a separate line item for HOPWA funds.

The types of housing to be funded include scattered site apartments, community residences with and without 24-hour staffing and respite/hospice care. The housing programs are located in two different Connecticut communities and provide housing with supportive services to approximately 312 individuals at any one time. The supportive services include case management, life management, medical services, legal assistance, substance abuse counseling and recovery support, pastoral and emotional counseling, cooking and cleaning assistance, transportation, social, recreational, educational and volunteer opportunities.

An estimated sixty (60) individuals living with HIV/AIDS and their families will receive supportive housing assistance. The population to be served is 58% male adult, 30% female adult and 12% children. It is estimated 21% of adults will have a history of substance abuse. Each housing program has specific criteria for admission, which includes verification of HIV/AIDS diagnosis, income verification, review of living situation (homeless or near homeless individuals) and willingness to abide by program regulations such as drug free environments.

The non-profit organizations that provide the described services have established excellent reputations within their communities. Each has developed networks that are informed of the available housing and supportive services provided. Staff work closely with discharge planners from hospitals, homeless shelters and correction facilities, as well as, with case managers and care coordinators from the regional AIDS consortia.

As mentioned previously, CARC and its members, through its quality assurance program, continue to work closely with DSS to establish appropriate and measurable performance measures for the coalition's activities. In addition, CARC mails a semi-annual newsletter to approximately 1,200 social service and housing contacts. DSS consults with CARC for technical assistance in the development of service models and program evaluation. CARC's membership is made up of AIDS housing providers across the state.

Outcome Measures for AIDS Housing - The Department of Social Services has negotiated the following outcomes and measures with the AIDS residence service providers. Each organization that receives HOPWA funds will establish numerical goals for the outcomes and measures selected, and also submit semi-annual reports. The numerical goals identified below represent the goal for all individual AIDS residence programs.

Outcome: Program will strive to maintain maximum capacity and residents with HIV/AIDS will receive services and support to improve their quality of life.

Measures:

7. Programs will maintain an occupancy rate of 80%;
8. For residents with an agreed upon goal of accessing financial and medical entitlement, at least 90% will be assisted in accessing such benefits;
9. For residents with an agreed upon goal of improving daily living skills, at least 90% will demonstrate abilities in one or more functional area(s);
10. For residents with an agreed upon goal of participation in support groups, counseling, therapy or substance abuse treatment, at least 90% will participate 70% of the time;
11. For residents with an agreed upon goal of accessing legal services, at least 90% will access legal services; and
12. For residents with an agreed upon goal of accessing information about medical services, treatment and/or medications in order to make informed decisions about their health, 100% will access the above identified services to enable them to make informed decisions about their medical treatment.

State and Federal Resources for DSS: State fiscal year 2007-2008

This table lists the anticipated/estimated level of state and federal funding available in state fiscal year 2007-2008. Please note that Connecticut's 2005-2009 Consolidated Plan outlines how the state plans to leverage ESG and HOPWA funds against other sources of funding. For more detail concerning how Connecticut leverages federal and state funds against each other and against none governmental funding sources, please refer to the Connecticut 2005-2009 Consolidated Plan and Connecticut 2005-2009 State Long-Range housing Plan. Both of these documents are available on the DECD website.

SOCIAL SERVICES (DSS)	STATE FY 07-08	HUD FY 07-08	HHS FY 07-08	TOTAL
Emergency Shelters	\$ 2,479,521	\$ 1,134,627	\$7,734,073	\$11,348,221
Domestic Violence Programs	\$ 2,307,203	\$-	\$1,749,538	\$ 4,056,741
Housing Opportunities for Persons With AIDS	\$ 3,092,326	\$ 253,000	\$1,078,467	\$ 4,423,793
Section 8 Rental Assistance	\$-	\$44,093,377	\$-	\$44,093,377
Special Needs Housing Benefits (incl. in TFA, AABD expenditures)	\$ 660,410		\$6,438	\$ 666,848
Time-Limited Rental Assistance	\$ 1,194,922	\$-	\$-	\$ 1,194,922
Rental Assistance Program	\$14,983,329	\$-	\$-	\$14,983,329
Family Home Share Program	\$ 56,405	\$-	\$-	\$ 56,405
Elderly Home Share Program	\$ 98,401	\$-	\$-	\$ 98,401
Security Deposit Program	\$ 525,422	\$-	\$-	\$ 525,422
Eviction Prevention Program	\$ 233,310	\$-	\$ 919,860	\$ 1,153,170
Transitional Living Program	\$ 2,905,016	\$ 28,583	\$ 559,088	\$ 3,492,687
TOTAL FOR DSS	\$28,536,265	\$45,509,587	\$12,047,464	\$86,093,316

Monitoring for ESG and HOPWA Programs:

The following describes the standards and procedures that the Department of Social Services (DSS) will use to monitor activities carried out in furtherance of Connecticut's consolidated plan and will use to ensure long-term compliance with requirements of the ESG and HOPWA programs.

- **ESG Monitoring:** the Department of Social Services grants and contract staff monitor ESG Programs using a tool developed by the staff which, in a comprehensive manner, reviews each program's Administration, Personnel Policies and Procedures, Accounting, Budgeting, Reporting, Program Services, Goals and Objectives, Outcomes and Measures, Contractor's Self-Evaluation Process and Quality Assurance/Licensure Compliance. After all phases of the program have been evaluated, the staff representative will write up any areas of concern with whatever follow-up is needed. DSS staff will provide follow-up if it is deemed necessary.
- **HOPWA Monitoring:** HOPWA contracts are handled somewhat differently than ESG. In addition to the above review, a coordinated effort between

DSS staff representatives and the staff of the Connecticut AIDS Resource Coalition (CARC) perform a “Standards of Care” Review.

The Standards of Care is a comprehensive tool first produced in 1992 and carefully reviewed and updated twice since then. The philosophy behind the development and use of this tool is the belief that all people have a right to safe, affordable, accessible, and permanent housing that enhances their quality of life. The Standards of Care was developed by the Standards Committee of CARC to describe the best practices of operating supportive residential programs for people living with HIV/AIDS. The Standards of Care describes six levels of supportive housing from Level I, a completely independent housing program, to Level VI for those who need skilled nursing care.

The Standards of Care addresses resident eligibility, screening potential residents, staffing, and policies and procedures. These guidelines offer a detailed description of programs in establishing and running a residence. The Standards of Care review assures the quality of programs by setting down guidelines for services, health and safety, and general management. A dual-committee of DSS staff representatives along with CARC staff use this tool to identify programs' strengths and weaknesses, highlight their best practices, and develop a framework, timeline and process for technical assistance to correct deficiencies.

A Standards of Care review includes:

- Program Policies and Procedures: Program and Services, Admissions and Intake Services, and Supervision;
- Life, Health, Safety: Facility and Sanitation Safety, Health Care and Food Service;
- General Admission: Administration, Fiscal Management, Human Resources, Staff Development, Record Keeping and Information Systems;
- Citizen and Community Participation;
- Grievance;
- Structural and Design Considerations;
- Confidentiality; and
- Tuberculosis Screening and Management.

2007- 2008 ACTION PLAN – ATTACHMENT A

Citizen Participation:

Process for Public Hearings and Public Commentary Period

The department held two public hearings on August 29, 2006 in Rocky Hill and August 31, 2006 in Hamden to elicit input into the development of the state's 2007-08 Action Plan for Housing and Community Development. Notification for these hearings appeared in seven (7) newspapers around the state. See attached copy of the notification and hearing transcripts.

On October 1, 2006, the department initiated a 30-day public commentary on the draft Action Plan. The public commentary period concluded on November 1, 2006. The department also held three public hearings; October 16, 2006 in Hamden, October 18, 2006 in Coventry and October 20, 2006 in Rocky Hill. Notification for the public commentary period as well as the three aforementioned public hearings appeared in seven (7) newspapers around the state. See attached copy of the notification and hearing transcripts.

In addition to the public hearings and commentary period, the department posted the draft Action Plan on the agency's web site and this was noted in the public notices. The department also submitted, via e-mail, a copy of the legal notice for the public commentary period and public hearings as well as a copy of the draft Action Plan to members of the State Legislature's Appropriations Committee, Commerce Committee, Planning and Development Committee and the Chairs of the Housing Sub-Committee.

The Chief Elected Officials of all 169 municipalities in the state received a Department Notice informing them of the public commentary period as well as the public hearings. See attached copy of the notice. The draft Action Plan was also made available at the Regional Planning Agencies during the 30-day commentary period.

August 29, 2006 Public Hearing:

No one attended this hearing.

August 31, 2006 Public Hearing:

No one attended this hearing.

October 16, 2006 Public Hearing:

To Be Held

October 18, 2006 Public Hearing:

To Be Held

October 20, 2006 Public Hearing:

To Be Held

October 1, 2006 thru November 1, 2006 Public Comment Period:

To Be Held

2007- 2008 ACTION PLAN – ATTACHMENT B

Copies of Citizen Participation Documents:

- Legal Notices for Public Comment Period and Public Hearings.
- Notice to CEO's of Public Comment Period and Public Hearings.

VII. 2007- 2008 ACTION PLAN – ATTACHMENT C

Applications for Assistance (HUD form 424) and Certifications